

Name
Address
City/State/ZIP

Use black ink. Example A - Handwritten Example B - Typed

0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9

DOR Use Only

FEIN

Filing Status

Mark "X" in one box only

Fiduciary Corporation Partnership Affiliated Group of Corps Charitable Trust Information Return Only

Check here if:

Filing Status Changed (see back of return) Address Changed (see back of return) Amended Return See Instructions, Page 11

STOP

Schedule A

US Dollars Cents

1. Accounts Receivable (See Instructions, Page 6) 1.

2. Loans and Notes Receivable (From Schedule B, Line 14) 2.

3. Bonds (From Schedule C, Line 15) 3.

4. Stocks, Mutuals, Money Market Funds, Limited Partnership Interests, and Beneficial Interest in Any Trust (From Schedule D, Line 16) 4.

5. As Agent for Stockholders (From Schedule E, Line 17) Do not enter negative value ... 5.

6. Total Taxable Intangible Assets (Total of Lines 1 through 5) Also enter on Line 1 of Tax Calculation Worksheet (on back) 6.

7. Tax Due (From Tax Calculation Worksheet, Line 3) If Line 7 is less than \$60, no payment is due (File your return by TeleFile or Internet) 7.

8. Credits (From Tax Credit Worksheet, Line C) 8.

9. Total Tax Due (Subtract Line 8 from Line 7) 9.

10. Discount (Jan. or Feb. - 4%; March - 3%; April - 2%; May - 1%; June - 0%; if postmarked on or before the last day of the discount period. The discount period is not extended when ending on a Saturday, Sunday, or federal or state holiday. See Instructions, Page 7) 10.

11. Penalty and Interest (See Instructions, Page 7) 11.

12. Voluntary Election Campaign Contribution (\$5 - See Instructions, Page 7) 12.

13. Total Due: (Enter here and on Line 13a of the Coupon below. See Instructions, Page 7) 13.

Under penalties of perjury, I declare that I have examined this return, accompanying schedules and statements, and it is true, correct, and complete. If prepared by a person other than the taxpayer, this declaration is based on all information of which the preparer has any knowledge [ss.199.232 (2); 92.525(2); and 837.06, F.S.].

Signature of Officer Date Telephone No.

Signature of Individual or Firm Preparing the Return Date Preparer's SSN or FEIN

Check here if you transmitted funds electronically

Payment Coupon 2002 Florida Intangible Tax

Do Not Detach

Return and payment must be postmarked no later than June 30, 2002, to avoid penalty and interest.

DR-601C R. 01/02

13a. Total Due From Line 13 13a.

13b. Less Amount Paid with Extension 13b.

13c. Total Due (Line 13a less Line 13b; U.S. funds only) 13c.

The total due cannot be a negative number. If the total due is less than or equal to zero, enter "0". Any overpayment will be refunded automatically.

Name
Address
City/State/ZIP

Enter FEI number below, if not pre-addressed:

FEIN

Check here if you transmitted funds electronically

601-C



Important Information Requested

1. If this is your first time filing an Intangible Tax Return, please complete the following:

Date of incorporation MMDDYYYY

Example: Month Day Year
0610 2001

Date you began business in Florida MMDDYYYY

2. If your filing status has changed, please enter the previous FEIN, the new FEIN, and the new filing status:

Previous FEIN

New FEIN

Filing Status

- | | |
|--|---|
| <input type="checkbox"/> Fiduciary
<input type="checkbox"/> Affiliated Group of Corporations
(Must Submit List, See Page 10)
<input type="checkbox"/> Partnership
<input type="checkbox"/> Corporation | <input type="checkbox"/> Final Return
<input type="checkbox"/> Information Return Only
(Filed Under _____)
SSN _____
<input type="checkbox"/> Trustee |
|--|---|

3. If your name/mailling address has changed or is incorrect, please complete the following:

Name of Taxpayer(s) _____ Attention or In Care of _____

New Address _____ City/State/ZIP _____

Telephone Number (_____) _____ Signature _____

Tax Calculation Worksheet

1. Enter Total Taxable Intangible Assets from Schedule A, Line 6	\$
2. Multiply by Tax Rate	x .001
3. Tax Due Carry Amount to Schedule A, Line 7	\$

Tax Credit Worksheet (see Instructions, Page 6)

A. Intangible Tax Paid to Another State (see Instructions). Identify State:	A.
B. Cleanup of Contaminated Dry-Cleaning/ Brownfield Sites (if credit not taken on F-1120)	B.
C. Total Credit (Line A plus Line B) Enter on Schedule A, Line 8	C.

601-C

Information Notices

(If none of the boxes below are applicable, disregard this section.)

Check the appropriate box below: (see Information Notices on Page 9 of the Instructions)

1. ☐ We hereby certify this corporation is not required to file a notice of stock value because its shares are regularly listed on a public exchange or traded over the counter. May use alternate method of filing, Page 12.
2. ☐ We hereby certify this corporation's Florida stockholders were notified of the just value per share on or before April 1, for all of its shares that are not publicly traded or are restricted. May use alternate method of filing, Page 12.
3. ☐ We hereby certify this corporation elects to pay the intangible tax as agent for its Florida stockholders and certify all Florida stockholders were notified of this election on or before April 1. A copy of the notice is included with this return. The corporation has included the value of its shares held by Florida residents on this tax return, Schedule E. May use alternate method of filing if Tax Due is less than \$60, Page 12.
4. ☐ We hereby certify this corporation has no Florida stockholders. May use alternate method of filing, Page 12.

Note: If checking box 2 or 3, and your company's stock is not regularly traded on the open market, make sure that the value used for the company's shares is a reasonable market value. **Book value alone is generally NOT a good estimate for market value.**

Neither foreign currency nor funds drawn on other than U.S. banks will be accepted.

State law requires a service fee for returned checks or drafts of \$15 or 5% of the face amount, whichever is greater, not to exceed \$150 [s. 215.34(2), F.S.].

Make check payable to: Florida Department of Revenue
(Include FEIN on check)

Mail to: FLORIDA DEPARTMENT OF REVENUE
5050 W TENNESSEE ST
TALLAHASSEE FL 32399-0140

FEIN

--	--	--	--	--	--	--	--	--

Name: _____

Schedule B	Loans and Notes Receivable	Total Taxable Amount January 1, 2002
Loans Receivable		
Notes Receivable		
Other		
14.	Total of Schedule B (Enter on Schedule A, Line 2.)	14.

Schedule C	Bonds					
Name of Issuer, Series (List Alphabetically — One Bond Per Line) (A)	Face Value Per Bond (B)	Interest Rate (C)	Maturity Date (D)	Number Owned (E)	Per \$100 Value (F)	Total Taxable Amount January 1, 2002 (G)
<i>Example: X,Y,Z Corporation</i>	50	7%	2020	50	100.1420	(B) X (E) ÷ 100 X (F) = \$2,503.55
15.	Total of Schedule C (Enter on Schedule A, Line 3.)					15.

Include additional schedules if necessary. Photocopies of all schedules are acceptable. You may use your broker's statement if all required information is listed and the totals are transferred to the appropriate schedule(s).

Schedule D**Stocks, Mutuals, Money Market Funds, Limited Partnership Interests, and Beneficial Interest in any Trust** The law provides for a specific penalty of 10% for omitted and/or undervalued stock.

Name of Company Issuing Stocks (List Alphabetically — Do not Abbreviate) (A)	Class C = Common P = Preferred (B)	Number of Shares (C)	Just Value Per Share (D)	Total Just Value January 1, 2002 (E)
<i>Example:</i> X,Y,Z Corporation	C	100	8.875	(C) X (D) = \$887.50
16. Total of Schedule D (Enter on Schedule A, Line 4.)			16.	

Schedule E**Corporations Only — Paying as Agent for Florida Stockholders**

Class of Stock	Total Number of Shares Outstanding (1)	No. of Taxable Shares (All shares held by Florida residents) (2)	Just Value Per Share (3)	Value of Shares Outstanding (4)	Total Taxable Amount January 1, 2002 (5)
Common					
Preferred					
Other					
LOANS and ADVANCES FROM FLORIDA STOCKHOLDERS					
17.	Total of Schedule E (Enter on Schedule A, Line 5.)				17.

Include additional schedules if necessary. Photocopies of all schedules are acceptable. You may use your broker's statement if all required information is listed and the totals are transferred to the appropriate schedule(s).



2002

INSTRUCTIONS for Filing Form DR-601C Intangible Personal Property Tax Return for Corporation, Partnership and Fiduciary Filers

IMPORTANT INFORMATION

- Intangible tax for the year 2002 is ASSESSED January 1, 2002, and DUE on or before June 30, 2002 (see Page 5).
- This return cannot be used to apply for a refund (see Page 11).
- Intangible personal property that is managed or controlled by a Florida resident acting as an agent or fiduciary of a nonresident is not subject to the annual tax.
- Accounts receivable arising from normal trade or business are exempt.
- Intangible personal property owned, managed, or controlled by a trustee of a trust is exempt from the annual intangible tax. However, residents of Florida that have a taxable beneficial interest in a trust will be responsible for filing a return.

TO AVOID COMMON FILING ERRORS

- Do not pay if Tax Due (Line 7) is less than \$60. Please TeleFile or notify us by Internet.
- Make sure you take the discount for early filing if you qualify.
- Discounts for early filing are based on the postmark date. The discount period is not extended when ending on a Saturday, Sunday, or federal or state holiday.
- Check your filing status (see Page 6).
- Complete all lines and schedules, where applicable.
- Check totals transferred to the front of your return for accuracy.
- Check your math.
- For proper credit to your account, use the correct return for the applied tax year.
- Do not staple your return, check, or fold the corners.

e-Services making it easier for taxpayers to do business with us

If you received a pre-addressed form and you owe less than \$60, you can now TeleFile or use our Online Zero Tax Due Notification System.

- You will not need to mail a paper return.
- Your account will be updated automatically.
- TeleFile gives you a confirmation number for your records (see Page 12).
- The Online Zero Tax Due Notification System gives you a confirmation page that you can print (see Page 12).
- Learn more about e-Services at:
www.myflorida.com/dor



For Information and Forms



Information and forms are available on our Internet site at
www.myflorida.com/dor



To receive forms by mail:

- Order multiple copies of forms from our Internet site at **www.myflorida.com/dor/forms/order** or
- Fax your form request to the DOR Distribution Center at 850-922-2208 or
- Call the DOR Distribution Center at 850-488-8422 or
- Mail your form request to:
DISTRIBUTION CENTER
FLORIDA DEPARTMENT OF REVENUE
168A BLOUNTSTOWN HWY
TALLAHASSEE FL 32304-3702

To receive a fax copy of a form, call 850-922-3676 from your fax machine telephone.



To speak with a Department of Revenue representative, call Taxpayer Services, Monday through Friday, 8 a.m. to 7 p.m., ET, at 1-800-352-3671 (in Florida only) or 850-488-6800.



Hearing or speech impaired persons may call the TDD line at 1-800-367-8331 or 850-922-1115.



For a written response to your questions, write:

TAX INFORMATION SERVICES
FLORIDA DEPARTMENT OF REVENUE
1379 BLOUNTSTOWN HWY
TALLAHASSEE FL 32304-2716



Department of Revenue service centers host educational seminars about Florida's taxes. These seminars now count toward Continuing Professional Education (CPE) credits and Continuing Legal Education (CLE) credits for CPAs and attorneys. For a schedule of upcoming seminars,

- Visit us online at **www.myflorida.com/dor** or
- Call the service center nearest you.



Mail your return to:
FLORIDA DEPARTMENT OF REVENUE
5050 W TENNESSEE ST
TALLAHASSEE FL 32399-0140

Florida Department of Revenue Service Centers

Alachua Service Center

14107 US Highway 441 Ste 100
Alachua FL 32615-6378
386-418-4444 (ET)

Clearwater Service Center

Arbor Shoreline Office Park
19337 US Highway 19 N Ste 200
Clearwater FL 33764-3149
727-538-7400 (ET)

Cocoa Service Center

2428 Clearlake Rd Bldg M
Cocoa FL 32922-5710
321-504-0950 (ET)

Coral Springs Service Center

Florida Sunrise Tower
3111 N University Dr Ste 501
Coral Springs FL 33065-5096
954-346-3000 (ET)

Daytona Beach Service Center

1821 Business Park Blvd
Daytona Beach FL 32114-1230
386-274-6600 (ET)

Fort Myers Service Center

2295 Victoria Ave Ste 270
Fort Myers FL 33901-3871
941-338-2400 (ET)

Hollywood Service Center

Taft Office Complex
6565 Taft St Ste 300
Hollywood FL 33024-4044
954-967-1000 (ET)

Jacksonville Service Center

921 N Davis St A250
Jacksonville FL 32209-6829
904-359-6070 (ET)

Key West Service Center

3118 Flagler Ave
Key West FL 33040-4698
305-292-6725 (ET)

Lake City Service Center

2651 W US Highway 90
Lake City FL 32055-3173
386-758-0420 (ET)

Lakeland Service Center

230 S Florida Ave Ste 101
Lakeland FL 33801-4625
863-499-2260 (ET)

Leesburg Service Center

734 N 3rd St Ste 117
Leesburg FL 34748-4498
352-360-6660 (ET)

Marianna Service Center

4230 Lafayette St Ste D
Marianna FL 32446-8234
850-482-9518 (CT)

Miami Service Center

8175 NW 12th St Ste 119
Miami FL 33126-1831
305-470-5001 (ET)

Naples Service Center

The Wilson Professional Center
3200 Bailey Ln Ste 150
Naples FL 34105-8506
941-436-1050 (ET)

Orlando Service Center

Orlando Executive Center
5420 Diplomat Cir
Orlando FL 32810-5607
407-623-1141 (ET)

Panama City Service Center

703 W 15th St Ste A
Panama City FL 32401-2238
850-872-4165 (CT)

Pensacola Service Center

3670C N L St
Pensacola FL 32505-5217
850-595-5170 (CT)

Port Richey Service Center

6709 Ridge Rd Ste 300
Port Richey FL 34668-6842
727-841-4407 (ET)

Port Saint Lucie Service Center

900 E Prima Vista Blvd Ste 300
Port Saint Lucie FL 34952-2363
561-871-7620 (ET)

Sarasota Service Center

Sarasota Main Plaza
1991 Main St Ste 240
Sarasota FL 34236-5934
941-361-6001 (ET)

Tallahassee Service Center

2410 Allen Rd
Tallahassee FL 32312-2603
850-488-9719 (ET)

Tampa Service Center

Ste 100
6302 E Martin Luther King Blvd
Tampa FL 33619-1166
813-744-6344 (ET)

West Palm Beach Service Center

2468 Metrocentre Blvd
West Palm Beach FL 33407-3199
561-640-2800 (ET)

Out-of-State Service Centers

Atlanta Service Center

1691 Phoenix Blvd Ste 350
College Park GA 30349-5566
770-996-9100 (ET)

Boston Branch Office

3 Overlook Dr Ste 8
Amherst NH 03031-2830
603-672-3480 (ET)

Chicago Service Center

4415 W Harrison St Ste 448
Hillside IL 60162-1906
708-449-8282 (CT)

Cincinnati Branch Office

8118 Corporate Way Ste 140
Mason OH 45040-9560
513-398-9933 (ET)

Dallas Service Center

4425 W Airport Freeway Ste 575
Irving TX 75062-5822
972-570-1070 (CT)

Houston Branch Office

1415 N Loop W Ste 1190
Houston TX 77008-1660
713-864-1286 (CT)

Los Angeles Service Center

2190 S Towne Centre PL Ste 210
Anaheim CA 92806-6129
714-704-1540 (PT)

New York Service Center

3 Garret Mountain Plz Ste 301
West Paterson NJ 07424-3352
973-278-2811 (ET)

Philadelphia Branch Office

215 W Church Rd Ste 299
King of Prussia PA 19406-3207
610-768-8890 (ET)

Pittsburgh Service Center

9000 Brooktree Rd Ste 200
Wexford PA 15090-9288
724-940-1880 (ET)

CT—Central Time

ET—Eastern Time

PT—Pacific Time


Schedule A		US Dollars	Cents
1. Accounts Receivable (See Instructions, Page 6)	1.	<input type="text"/>	<input type="text"/>
2. Loans and Notes Receivable (From Schedule B, Line 14)	2.	<input type="text"/>	<input type="text"/>
3. Bonds (From Schedule C, Line 15)	3.	<input type="text"/>	<input type="text"/>
4. Stocks, Mutuals, Money Market Funds, Limited Partnership Interests, and Beneficial Interest in Any Trust (From Schedule D, Line 16) ...	4.	<input type="text"/>	<input type="text"/>
5. As Agent for Stockholders (From Schedule E, Line 17) Do not enter negative value ...	5.	<input type="text"/>	<input type="text"/>
6. Total Taxable Intangible Assets (Total of Lines 1 through 5) Also enter on Line 1 of Tax Calculation Worksheet (on back)	6.	<input type="text"/>	<input type="text"/>
7. Tax Due (From Tax Calculation Worksheet, Line 3)	7.	<input type="text"/>	<input type="text"/>
If Line 7 is less than \$60, no payment is due (File your return by TeleFile or Internet)			
8. Credits (From Tax Credit Worksheet, Line C)	8.	<input type="text"/>	<input type="text"/>
9. Total Tax Due (Subtract Line 8 from Line 7)	9.	<input type="text"/>	<input type="text"/>
10. Discount (Jan. or Feb. - 4%; March - 3%; April - 2%; May - 1%; June - 0%; if postmarked on or before the last day of the discount period. The discount period is not extended when ending on a Saturday, Sunday, or federal or state holiday. See Instructions, Page 7)	10.	<input type="text"/>	<input type="text"/>
11. Penalty and Interest (See Instructions, Page 7)	11.	<input type="text"/>	<input type="text"/>
12. Voluntary Election Campaign Contribution (\$5 - See Instructions, Page 7)	12.	<input type="text"/>	<input type="text"/>
13. Total Due: (Enter here and on Line 13a of the Coupon below. See Instructions, Page 7)	13.	<input type="text"/>	<input type="text"/>

Signature of Officer	Date	Telephone No. ()	<input type="checkbox"/> Check here if you transmitted funds electronically
Signature of Individual or Firm Preparing the Return			<div>Date</div> <div>Preparer's SSN or FEIN</div>

DR-601C
R. 01/02

13a. Total Due From Line 13	13a.			,			,					.		
13b. Less Amount Paid with Extension	13b.			,			,					.		
13c. Total Due (Line 13a less Line 13b; U.S. funds only)				,			,					.		
The total due cannot be a negative number. If the total due is less than or equal to zero, enter "0". Any overpayment will be refunded automatically.	13c.			,			,					.		

FEIN

☐  Check here if you transmitted funds electronically

3



Important Information Requested

1. If this is your first time filing an Intangible Tax Return, please complete the following:

Date of incorporation

M	M	D	D	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Example: Month Day Year
 0 6 1 0 2 0 0 1

Date you began business in Florida

M	M	D	D	Y	Y	Y	Y
---	---	---	---	---	---	---	---

2. If your filing status has changed, please enter the previous FEIN, the new FEIN, and the new filing status:

--	--	--	--	--	--	--	--

Previous FEIN

--	--	--	--	--	--	--	--

New FEIN

Filing Status

- | | |
|--|---|
| <input type="checkbox"/> Fiduciary | <input type="checkbox"/> Final Return |
| <input type="checkbox"/> Affiliated Group of Corporations
(Must Submit List, See Page 10) | <input type="checkbox"/> Information Return Only
(Filed Under SSN _____) |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Trustee |
| <input type="checkbox"/> Corporation | |

3. If your name/mailling address has changed or is incorrect, please complete the following:

Name of Taxpayer(s) _____ Attention or In Care of _____

New Address _____ City/State/ZIP _____

Telephone Number (_____) _____ Signature _____

Tax Calculation Worksheet	
1. Enter Total Taxable Intangible Assets from Schedule A, Line 6	\$
2. Multiply by Tax Rate	x .001
3. Tax Due Carry Amount to Schedule A, Line 7	\$

Tax Credit Worksheet (see Instructions, Page 6)	
A. Intangible Tax Paid to Another State (see Instructions). Identify State:	A.
B. Cleanup of Contaminated Dry-Cleaning/ Brownfield Sites (if credit not taken on F-1120)	B.
C. Total Credit (Line A plus Line B) Enter on Schedule A, Line 8	C.

601-C

Information Notices

(If none of the boxes below are applicable, disregard this section.)

Check the appropriate box below: (see Information Notices on Page 9 of the Instructions)

- 1. ☐ We hereby certify this corporation is not required to file a notice of stock value because its shares are regularly listed on a public exchange or traded over the counter. May use alternate method of filing, Page 12.
- 2. ☐ We hereby certify this corporation's Florida stockholders were notified of the just value per share on or before April 1, for all of its shares that are not publicly traded or are restricted. May use alternate method of filing, Page 12.
- 3. ☐ We hereby certify this corporation elects to pay the intangible tax as agent for its Florida stockholders and certify all Florida stockholders were notified of this election on or before April 1. A copy of the notice is included with this return. The corporation has included the value of its shares held by Florida residents on this tax return, Schedule E. May use alternate method of filing if Tax Due is less than \$60, Page 12.
- 4. ☐ We hereby certify this corporation has no Florida stockholders. May use alternate method of filing, Page 12.

Note: If checking box 2 or 3, and your company's stock is not regularly traded on the open market, make sure that the value used for the company's shares is a reasonable market value. **Book value alone is generally NOT a good estimate for market value.**

Neither foreign currency nor funds drawn on other than U.S. banks will be accepted.
State law requires a service fee for returned checks or drafts of \$15 or 5% of the face amount, whichever is greater, not to exceed \$150 [s. 215.34(2), F.S.].

Make check payable to: Florida Department of Revenue
(Include FEIN on check)

Mail to: FLORIDA DEPARTMENT OF REVENUE
5050 W TENNESSEE ST
TALLAHASSEE FL 32399-0140

General Information for Completing the Year 2002 Florida Intangible Personal Property Tax Return for Corporation, Partnership, and Fiduciary Filers

What is the Florida Intangible Personal Property Tax? It is an annual tax based on the market value, as of January 1, of the intangible personal property owned by a Florida business or by a non-Florida business that has a tax situs in Florida. Non-Florida businesses should review the *Out-of-State Businesses* section on Page 10.

What is the Legal Reference? Rule 12C-2, Florida Administrative Code (F.A.C.), and Chapter 199, Florida Statutes (F.S.).

What is Intangible Personal Property? It is defined as all personal property that is not itself valuable, but is valuable because of what it represents. The most common examples are:

- Shares of stock issued by any corporation.
- Bonds issued by corporations or state, county, or municipal governments outside the State of Florida.
- Accounts receivable or other loans not secured by real property.
- Shares or units of ownership in mutual and money market funds, and limited liability companies.

Assets exempt from federal income tax are not necessarily exempt from Florida's intangible tax.

Who Must File a Return? Corporations, partnerships, affiliated groups, and fiduciaries must file each year on Form DR-601C. Banks are not required to file, except when filing as agent for their fiduciary accounts. Every corporation authorized to do business or doing business in Florida is required to file this return. However, corporations with no tax liability may be able to fulfill their filing requirements when filing their Uniform Business Report, formerly known as the Annual Report, with the Department of State, when filing their Florida Corporate Income Tax return, by using the Department of Revenue's Online Zero Tax Due Notification System, or by TeleFile (See Page 12). Non-Florida businesses should review the *Out-of-State Businesses* section on Page 10. **If the calculated tax due on Line 7 of the return is less than \$60, no tax payment is required. Please use an alternate method for satisfying your filing obligation. Do not mail a paper return.**

Corporations, limited liability companies, partnerships, and affiliated groups must include a copy of their year-end balance sheet to support the information on the return. Any major differences between the balance sheet and return should be explained.

Personal representatives are required to file an information return listing all intangible property owned by the estate, if the beneficiaries are including the estate on their personal return. The information return advises the Department of Revenue: 1) that the beneficiaries have filed returns, including the intangible property on their personal returns; and 2) under what Federal Employer Identification Number (FEIN) or Social Security Number (SSN) the returns have been filed.

If a bank or savings association acts as a fiduciary or agent of a trust other than as a trustee, intangible personal property of the trust does not have taxable situs in Florida solely by virtue of the management and control of the bank or savings association.

When is Tax Due? Intangible tax for the year 2002 may be paid as early as January 1, 2002, and is late after June 30, 2002. Your return, payment, and supporting schedules must be postmarked no later than June 30. If the 30th falls on a Saturday, Sunday, or a legal state or federal holiday, your return must be postmarked no later than the first business day following the 30th. Discounts may be claimed for early payment (see *Discount* on Page 7). However, they are based on the date the return is postmarked. No exception is made if the last day of the discount period falls on a weekend or holiday. If you file after June 30, you must add penalty and interest to your payment (see *Penalty and Interest* on Page 7). Extensions may be requested (see *Extension of Time* on Page 11).

Electronic Funds Transfer (EFT) - If you paid more than \$50,000 in intangible tax for 2001, you are required to transmit your payment for 2002 electronically. Your return and supporting schedules must be mailed by June 30. Be sure to mark the box on the front of the return and coupon if you paid your tax by EFT. Funds must be transmitted no later than 3:45 p.m., ET, on the business day prior to June 30. For more information, call e-Services at 850-487-7972.

Exemptions - The following types of intangible property are exempt from taxation (not taxable):

1. **Franchises.**
2. **Interest** in a general partnership.
3. **Interest in a limited partnership** not registered with the Securities and Exchange Commission.
4. **Bonds, notes, and other obligations** issued by the State of Florida; its counties, municipalities, or other taxing districts; and the U.S. government and its agencies, territories and possessions, the Commonwealth of Puerto Rico, Guam, U.S. Virgin Islands, American Samoa, and the Northern Marianas. These investments may be taxable when held in a fund. If the fund is incorporated, the entire fund is taxable. (The exemption does not apply to municipal bonds issued by other states.)
5. All intangible property held in an **employee welfare, benefit, or retirement plan** qualified under section 401, U.S. Internal Revenue Code (I.R.C.), as amended.
6. All intangible property held in an **Individual Retirement Account (IRA)** qualified under sections 408 (IRA), 408a (Roth IRA), and 530 (Education IRA), U.S. I.R.C., as amended.
7. All intangible property held in a **deferred compensation plan** that is offered to governmental employees and is qualified under section 457, U.S. I.R.C., as amended.
8. Intangible property owned by **tax exempt religious, tax exempt educational, or tax exempt charitable institutions** qualified under section 501(c)(3), U.S. I.R.C., as amended.
9. Companies registered under the **Investment Company Act** of 1940, U.S.C., s. 80, a. 1052, are exempt from the intangible tax on the intangible property they own. This exemption does not include the shares or units issued by such funds. (see item 12).
10. **Notes and other obligations**, except bonds, to the extent secured by lien on real property located inside or outside the state.
11. **Money** - this includes cash on hand, cash in the bank, certificates of deposits, annuities, and similar instruments.

12. **Units of a registered investment company which is organized under a trust agreement** (unit investment trust or Massachusetts-type business trust) shall be exempt if 90% of the net asset value of its portfolio of assets is exempt from tax. **If the fund is incorporated, the entire fund is taxable.**
13. Every **liquor distributor** domiciled in this state, authorized to do business under the Beverage Law, and who has paid the license taxes required by s. 565.03(2), Florida Statutes (F.S.), is exempt from paying tax on accounts receivable owned by the taxpayer that are derived from, arise out of, or are issued in connection with a sale of alcoholic beverages transacted in another state with a customer in another state.
14. Real estate mortgage investment conduits (**REMICs**) and financial asset securitization trusts (**FASITs**) secured by mortgage.
15. **Accounts receivable** arising out of the normal course of trade or business.
16. Intangible personal property that is managed or controlled by a Florida resident acting as an agent or fiduciary of a nonresident is no longer subject to the annual intangible tax.
17. Intangible personal property owned, managed, or controlled by a trustee of a trust is exempt from the annual intangible tax.
Note: Residents of Florida that have a taxable beneficial interest in a trust will be responsible for filing a return that includes their taxable beneficial interest in the trust.

Confidentiality of Your Return - Intangible tax returns are not public records under Florida law. All information contained in them is held confidential by the Department. Disclosure of any information to anyone other than authorized tax authorities of federal or state governments is a misdemeanor.

Pre-addressed Forms - If you received a pre-addressed form, please verify all information including your Federal Employer Identification Number. If any information has changed or is incorrect, note the correct information in the *Important Information* section on the back of your intangible tax return.

Blank Forms - If you received a form that was not pre-addressed, please print or type the name, address, and Federal Employer Identification Number at the top of your return (Schedule A) and on the PAYMENT COUPON attached to the bottom of the return.

Filing Status - Be sure to indicate your filing status with an "X" in the appropriate box. If you indicate that an information return is being filed for the purpose of notifying the Department that the return and tax are being submitted under a Social Security Number (SSN), as an individual or joint filing, enter the SSN in the space provided on the back of your return.

SCHEDULE A INSTRUCTIONS

Form DR-601 C

The front of the DR-601C is referred to as Schedule A. Before entering amounts on Lines 1-5 on Schedule A, read the instructions for Schedules B, C, D, and E. Complete the appropriate schedules and include them with Schedule A.

- Line 1 Accounts Receivable** - Enter only the amount of accounts receivable that were **not** a part of your normal business activity. **All accounts receivable that arise from your normal business activity are exempt.**
- Line 2 Loans and Notes Receivable** - Enter the total from Schedule B, Line 14, DR-601CS.
- Line 3 Bonds** - Enter the total from Schedule C, Line 15, DR-601CS.
- Line 4 Stocks, Mutuals, Money Market Funds, Limited Partnership Interests, and Beneficial Interest in Any Trust** - Enter the total from Schedule D, Line 16, DR-601CS.
- Line 5 As Agent for Stockholders** - Enter the total from Schedule E, Line 17, DR-601CS.
- Line 6 Total Taxable Intangible Assets** - Enter total of Lines 1 through 5. This is the total value of all taxable intangible property included on the return.
- Line 7 Tax Due** - Enter the Tax Due from Line 5 of the Tax Calculation Worksheet located on the back of Schedule A. If the amount is less than zero, enter "0." If the amount is less than \$60, see the instructions for filing your return by phone, using our TeleFile system, or notify us online.
- Line 8 Credits** - Use the Tax Credit Worksheet to determine the amount of credit allowed for intangible taxes paid in another state or credit for cleanup of contaminated sites.

Instructions for Completing the Tax Credit Worksheet

- Line A** Use this line to claim the tax credit for intangible taxes paid for the same year on the value of intangible personal property subject to an intangible tax in another state and subject to tax in Florida. The amount of credit allowed is the lesser of the amount of intangible tax actually paid to the other state or the amount of intangible tax imposed by Florida. Persons claiming this credit are to include a supporting schedule with the return listing specific property subject to an ad valorem intangible tax in another state, the value of the property, the amount of tax paid on the property and the state in which the tax was paid.
- Line B** A credit of 35% of the cost of voluntary cleanup or rehabilitation of the following contaminated sites is allowed against the intangible tax due in any year, less any credit taken under s. 220.68, F.S., for corporate income tax. The following sites qualify for the credit:
 1. A dry-cleaning solvent contaminated site eligible for state funded site rehabilitation under s. 376.3078(3), F.S.

2. A dry-cleaning solvent contaminated site at which the cleanup is undertaken by the real property owner who is not or has never been the owner or operator of the dry-cleaning facility where the contamination exists.
3. A site designated a brownfield site under s. 376.80, F.S.

A taxpayer or group of taxpayers working jointly to clean up a single site may not receive more than \$250,000 per year, in tax credit, per site. Where a group is working jointly to rehabilitate a site, each member of the group shall receive their proportionate share of the tax credit, based upon their contribution to paying the cost of the clean up. A municipality that voluntarily cleans up a dry-cleaning/brownfield contaminated site may receive a maximum tax credit of \$250,000, which it can transfer subject to the provisions of s.199.1055(1)(g), F.S.

If the credit granted under this section is not fully used in any one year, the unused amounts may be carried forward for a period of not more than five (5) years. The total amount of credits that may be granted annually under Chapters 199 and 220, F.S., for cleaning up dry-cleaning contaminated sites cannot exceed \$2,000,000.

If the dry-cleaning solvent/brownfield contamination credit is claimed on the corporate income tax return, no credit is available for the intangible tax. Persons claiming the credit for cleaning up a dry-cleaning contaminated site must include a copy of the "Tax Credit Certificate" issued by the Florida Department of Environmental Protection. They may be reached at 850-488-0190.

If this is the final year of the dry-cleaning contaminated site cleanup, you may be eligible to claim an additional credit of 10% of the total clean up cost, not to exceed \$50,000. To be eligible for this credit you must have received a "No Further Action" order for the site from the Department of Environmental Protection. A copy of the order must be included with the intangible return when claiming this credit.

Line C Total the amounts on Lines A and B. Enter on Line C and on Schedule A, Line 8 of the return.

Line 9 Total Tax Due - Subtract Line 8 from Line 7 and enter the difference.

Line 10 Discount - You may claim a discount for early payment, provided your tax return with payment is postmarked on or before the last day of the month for which the discount is claimed. The discount is calculated by multiplying the Total Tax Due (Line 9) by the applicable percentage, using the chart below. **Discounts are not extended when the last day of the month falls on Saturday, Sunday, or a legal state or federal holiday.**

Discount Periods	Discount	If Postmarked on or Before
January or February	4%	Thursday, February 28, 2002
March	3%	Sunday, March 31, 2002
April	2%	Tuesday, April 30, 2002
May	1%	Friday, May 31, 2002
June	0%	

Line 11 Penalty and Interest - The return, with full payment of the tax must be made no later than June 30, of the applicable tax year, to avoid penalty or interest. If June 30 falls on Saturday, Sunday, or a legal state or federal holiday and the return is postmarked or delivered to the Department on the next business day, it is considered timely. Payments made or returns filed after the due date are subject to 10% penalty per month (or portion of a month) up to a maximum of 50%. Late payments are subject to interest.

Penalties - If your return is postmarked after the due date, either delinquent or specific late filing penalty applies.

Delinquency Penalty - A delinquency penalty is assessed on tax not paid by June 30. The penalty rate is 10% per month or portion of a month, not to exceed a maximum of 50% of the tax due.

Specific Late Filing Penalty - Specific late filing penalty is assessed on tax returns postmarked after June 30. The penalty rate is 10% per month or portion of a month, until the return is filed, not to exceed a maximum of 50% of the tax due.

The combined total of the delinquency penalty and specific late filing penalty cannot exceed 10% per month or portion of a month not to exceed a maximum of 50% of the tax due.

Penalty for late filing of Information Notices - A penalty for late filing, of \$100, is due when the information notice, required to be filed by a corporation under ss. 199.057 and 199.062, F.S., is filed after the due date. A broker or investment advisor who fails to file, or files customer position statements late, is subject to an initial penalty of \$10 per position statement plus an additional penalty based on the greater of 1% of the initial penalty or \$50 per month until the position statements are filed. The minimum penalty is \$100 (see *Information Notices* on Page 9).

Interest - Interest is due on the amount of tax not paid by June 30. A floating rate of interest applies to underpayments and late payments of tax. The rate is updated January 1 and July 1 of each year by using the formula established in s. 213.235, F.S. Contact the Department to obtain interest rates (see Page 2).

Penalty and Interest Calculation Worksheet				
Penalty	Penalty	Tax Due	Penalty Rate	Penalty Due
	Delinquency and/or Specific Penalty	X	=	
	Information Notice Filing Penalty			\$100.00
Interest	Tax Due	Days Late	Daily Interest	Interest Due
	X	X	*varies =	
	Total Penalty and Interest Due			
Transfer Total Penalty and Interest Due to Schedule A, Line 11.				

*Daily interest = the current interest rate ÷ 365 (366 during leap years).

Line 12 Voluntary Election Campaign Contribution - If you wish to contribute, enter \$5.

Line 13 Total Due - Enter the result of Line 9 minus Line 10 plus Line 12, if applicable. If the return is filed after June 30, enter the result of Line 9 plus Line 11 and Line 12, if applicable.

Signature - Be sure to sign the return and verify the company name, address, and FEIN.

Instructions for Completing the Payment Coupon

Line 13a Total Due From Line 13 - Enter the total from Schedule A, Line 13.

Line 13b Less Amount Paid with Extension - If Form DR-602, *Extension of Time*, was filed and a payment made, enter the amount on Line 13b. If no payment was made, enter zero. If you overpaid the tax due, the difference will be refunded as soon as your return goes through our verification process. You do not need to file an *Application for Refund* (Form DR-26). Please allow 120 days from the time you file your return.

Line 13c Total Due - Enter the total of Line 13a minus Line 13b. Pay this amount.

SCHEDULE B, INSTRUCTIONS (DR-601CS)

Loans and Notes Receivable

Use this schedule to report loans and notes receivable owned by the company on January 1 of the tax year. All loans and notes receivable are to be valued, for tax purposes, at their unpaid balance as of January 1 of the tax year. You may deduct a reasonable allowance for uncollectible accounts. Total all loans and notes receivable on Line 14. Transfer this total to Schedule A, Line 2.

Non-Florida businesses should review the *Out-of-State Businesses* section on Page 10.

SCHEDULE C, INSTRUCTIONS (DR-601CS)

Bonds

Use Schedule C to report all taxable bonds owned by the company on January 1 of the tax year. See *Exemptions* section on Pages 5 and 6 for information about bonds that may be exempt. This schedule requires you to provide specific information about each bond. Columns A through G are to be completed as follows:

Column A Name of Issuer, Series - Enter the issuer and series of the bond.

Column B Face Value Per Bond - Enter the denomination or dollar amount stated on the face of each bond.

Column C Interest Rate - Enter the rate of interest paid to you by the bond issuer.

Column D Maturity Date - Enter the maturity date on which you will be paid the full amount of the bond.

Column E Number Owned - Enter the number of bonds you owned on January 1 of the tax year for the denomination shown in Column B.

Column F Per \$100 Value - Enter the quoted market price of the bond per \$100 value, (Bonds have historically been valued in units of \$100 and the price generally found as the quoted market price on an exchange.) If you know the total market value per bond or the total market value for all the bonds on each line and not the per \$100 value, you may skip this column.

Column G Total Taxable Amount - Enter the total taxable amount of all the bonds you have listed on each line. For each line, the amount is derived in one of three ways:

- If the per \$100 value is known, multiply Column B by Column E, then divide the product by 100, and multiply this product by Column F; *or*
- If the per bond value is known, multiply the market value per bond by Column E; *or*
- If provided by your broker, enter the total market value for all bonds.

Total all entries in Column G and enter the result on Line 15. Transfer this amount to Schedule A, Line 3, on the return.

SCHEDULE D, INSTRUCTIONS (DR-601CS)

Stocks, Mutuals, Money Market Funds, Limited Partnership Interests, and Beneficial Interest in Any Trust

Determining Taxable Value - Shares of stock or the interest of a limited partner in a limited partnership which is registered with the Securities and Exchange Commission are valued at their closing market value on the last business day of the previous calendar year. Shares or units of mutual funds, money market funds, or unit investment trusts are valued at net asset value (unless completely or partially exempt) on the last business day of the previous calendar year. (See *Exemptions*, Page 6, item 12.) All shares of stock or units of a mutual fund or money market fund owned by a Florida resident are subject to tax regardless of the physical location of the stock or unit certificates or the location of the issuing company. **(Many newspapers publish the closing market value for most stocks, and mutual and money market funds in their January 1 issue.)**

Shares of stock, money market funds, mutual funds, or an interest in a limited partnership registered with the Securities and Exchange Commission, which are not regularly traded on the open market, are to be valued using generally accepted methods of valuation. Shares of restricted stock may be subject to a discount, reducing the taxable value. The amount of discount depends on the circumstances in each situation. Any discount taken is subject to verification by audit. Securities purchased on margin are taxable to the purchaser at their full market value.

Unless exempt on Page 6, item 12, mutual and money market funds are subject to intangible tax. How the mutual or money market fund is organized determines how the fund is valued for intangible tax purposes. These funds are typically organized as either a corporation or a business trust, and are valued using the guidelines below:

1. Incorporated mutual or money market funds are fully taxable regardless of the kinds of assets contained within the fund's portfolio of investments. (Refer to the fund's prospectus for a listing of assets.)
2. Shares of a mutual or money market fund organized as a business trust are subject to intangible tax at their net asset value. The fund's net asset value may be prorated as follows:
 - If the fund's portfolio of assets is 90% or more U.S. government securities, the shares of the fund are exempt from intangible tax.

- If the fund's portfolio of assets is 90% or more Florida government securities, the shares of the fund are exempt from intangible tax.
- If 90% of the fund's portfolio of assets is a combination of U.S. and Florida government securities or other exempt securities, the shares of the fund are exempt from intangible tax.
- If less than 90% the fund's portfolio of assets is a combination of U.S. government securities, Florida government securities and other securities such as stocks or securities issued by a state other than Florida, only the value of the U.S. government securities may be proportionately removed from the total net asset value of the fund's shares. (Do not enter the exempt portion on Schedule D.)
- If the fund's portfolio of assets is securities that are not exempt from intangible tax, the entire net asset value of the fund's shares are taxable.

Completing Schedule D:

Column A	Name of Company - Enter the name of company issuing stocks.
Column B	Class - Enter the class of shares or units owned. (i.e., common, preferred, class A, etc.)
Column C	Number of Shares - Enter the number of shares of each class of stock owned.
Column D	Just Value Per Share - Enter the just value per share of stock or the market price per share.
Column E	Total Just Value - Enter the total just value or the total market value of each class of stock owned. This total is obtained by multiplying Column C by Column D.

Numeric Equivalents for Fractions Used in Stock Price Quotes

1/16 = .0625	6/16 = .375	11/16 = .6875
2/16 = .125	7/16 = .4375	12/16 = .75
3/16 = .1875	8/16 = .50	13/16 = .8125
4/16 = .25	9/16 = .5625	14/16 = .875
5/16 = .3125	10/16 = .625	15/16 = .9375

Add all entries and enter the result on Line 16. Transfer this amount to Schedule A, Line 4 on the return.

SCHEDULE E, INSTRUCTIONS (DR-601CS)

Corporations Only – Paying As Agent for Florida Stockholders

Corporations may annually elect to pay the intangible tax as agent for their shareholders. The election is made by filing written notification with the Department of Revenue on or before June 30 of the tax year. In addition, the Florida shareholders must be notified by April 1 that the corporation made the election to pay the tax as agent for the Florida shareholders. A representative copy of the notice given to the Florida shareholders must accompany the corporation's return. **Once this election has been made, it cannot be revoked or amended for that year. As a courtesy, corporations may include loans or advances from Florida stockholders on Schedule E and pay the tax on their behalf.**

To exercise the election, a corporation must complete Schedule E and check the box on the back of the payment coupon. To complete this schedule, use a separate line for each class of stock.

- In the first column, list the number of outstanding shares, by class of stock.
- In the second column, list the number of shares of stock held by Florida residents.
- In the third column, list the just value per share of each class of stock.

Shares of stock in corporations that are closely held and NOT regularly traded on the open market are to be valued using generally accepted methods of valuation. Book value alone is not an acceptable method of valuing closely held stock for intangible tax purposes. Rule 12C-2.010(1)(c), F.A.C., lists some acceptable valuation techniques as well as several other factors that must be considered when determining a market value for these securities. Internal Revenue Ruling 59-60 also details some methods the Florida Department of Revenue has found acceptable.

- In the fourth column, list the total value of shares outstanding of each class of stock.
- In the fifth column, list the total taxable amount of each class of stock held by Florida residents. This value is obtained by multiplying the figure in the second column by the figure in the third column. If the product is a zero or negative value, enter "0".
- On the last line of this schedule, a corporation may pay the tax on loans or advances made to the corporation by Florida shareholders.

Under no circumstance is a negative value for any class of stock to be used to reduce the value of another class of stock or the value of loans or advances from stockholders.

Total the last column on Line 17. If the total shown on Line 17 is zero or less, enter zero. Transfer the total to Schedule A, Line 5 on the face of the return.

Information Notices - The requirements for filing returns for information purposes are separate from the requirements for filing returns to submit tax due. Corporations with no tax liability may be able to fulfill their filing requirements when filing their Annual Report/Uniform Business Report with the Department of State, when filing their Florida Corporate Income Tax return, by filing a zero tax notification online or by using our TeleFile system. Notices required to be filed that are postmarked or delivered to the Department after June 30 of the tax year are delinquent. A check box is provided on the back of the payment coupon for each notice. A check mark should be placed in the box provided for each notice statement applicable to the corporation. **If your total tax due is less than \$60, do not file a paper return. Choose an alternate method for notifying the Department (see Page 12).**

Security Brokers/Investment Advisors - Security Brokers/Investment Advisors must file with the Department of Revenue, on or before June 30 of each year, a position statement for each Florida customer for whom they hold securities. Security Brokers, for the purpose of administering this provision, are those broker/investment advisors registered with the Department of Banking and Finance, Division of Securities, to sell securities in Florida. Brokers who do not hold securities on account for customers also must notify the Department. The position statement must show the

customer's name, address, Social Security Number or Federal Employer Identification Number, the number of shares or units held, the class, the value of each share or unit, the issuing company's name, and the Committee on Uniform Security Identification Procedures (CUSIP) number of all securities held for Florida customers as of December 31 of the previous calendar year. This information must be reported on magnetic media. Specifications and instructions may be obtained from:

STOCKBROKER ENFORCEMENT UNIT
ENFORCEMENT OPERATIONS
FLORIDA DEPARTMENT OF REVENUE
PO BOX 6417
TALLAHASSEE FL 32314-6417
Telephone number: 850-487-3875

A broker/investment advisor who can demonstrate a hardship may be relieved of the requirement to file this information on magnetic media, but must still file the information. The penalty for failure to file this information is an initial penalty of \$10 per customer position statement plus 1% of the initial penalty or \$50 per month, whichever is greater, until the position statements are filed. The minimum penalty is \$100.

Affiliated Group Filing - An affiliated group of corporations or limited liability companies may elect to file a consolidated return for the tax year. This election is available each year and is not binding for future years. However, the election must be exercised by filing a consolidated return on or before June 30 of the tax year. Once the election has been made it cannot be revoked for the year in which it is made. If the election is not timely exercised, the members of the affiliated group must file separate returns for the tax year.

For intangible purposes, "affiliated group" means one or more chains of includable corporations or limited liability companies connected through stock ownership or membership interest in which:

- Stock or membership interest in a limited liability company possessing at least 80% of the voting power of all classes of stock or membership interest in a limited liability company and at least 80% of each class of nonvoting stock or membership interest in a limited liability company of each included corporation or limited liability company, except for the common parent corporation or limited liability company, is owned directly by one or more of the other corporations; *and*
- The common parent corporation or limited liability company directly owns stock or membership interest in a limited liability company possessing at least 80% of the voting power of all classes of stock or membership interest in a limited liability company and at least 80% of each class of the nonvoting stock or membership interest in a limited liability company of at least one of the other corporations or limited liability companies.

The terms "nonvoting stock" and "membership interest in a limited liability company" do not include nonvoting stock or membership interest in a limited liability company which is limited and preferred

as to dividends. The fact that members of an affiliated group own stock in corporations, which do not qualify under the stock ownership requirements as members of the affiliated group will not preclude the filing of a consolidated return on behalf of the qualified members.

When filing an affiliated group return, inter-company accounts receivable and the parent's investment in its subsidiaries are eliminated. However, the capital stock, membership interest and other inter-company accounts of nonqualified members of the group may be taxed. Also, the investment in the capital stock or membership interest of the parent by a member of the group may be taxed. An item of intangible property that is not taxable, does not become taxable when included on a consolidated return. A consolidated balance sheet must be included with the return along with a separate balance sheet for each of the included members of the group. This balance sheet must identify and separately state all inter-company accounts receivable of each included member of the group.

In addition to the required balance sheets, affiliated groups filing consolidated returns must supply the Department with the following information for both the parent corporation and each includable corporation:

- Name
- Federal Employer Identification Number
- State of Charter and Charter Number
- Mailing Address
- City, State, and ZIP

Out-of-State Businesses - Out-of-state businesses are subject to Florida intangible tax on receivables generated by business activities in Florida. Every business organized under the laws of the State of Florida is subject to Florida intangible personal property tax no matter where their commercial domicile. Other intangible property owned by the business may gain a business situs if used in conducting business in Florida.

All bills, notes, taxable accounts receivable, obligations for the payment of money, or credit balances arising out of or issued in connection with the sale of property or services to customers in this state are to be included on the company's return. These types of intangible property are subject to taxation regardless of where they are kept, approved, paid, or whether the employee, agent or representative of the company has any discretionary authority.

Overpayments

Overpayments of Tax - If you find that you have overpaid your tax on a previous return, you must submit an **Application for Refund** (Form DR-26). For information on how to obtain forms, see the *For Information and Forms* section on Page 2. The Department cannot process your refund claim without the submission of this form. **You may not file an amended return in an overpayment situation.**

If you overpaid your **current** year's tax with an extension of time, or you made a calculation error on Schedule A, the overpayment will be refunded to you as soon as your return goes through our verification process. You do not need to notify us or to file an *Application for Refund*. Please allow 120 days from the time you file your return.

Some common refund situations and corresponding documentation, which may be needed to support a refund claim requiring an *Application for Refund*, are listed below:

If tax was paid on receivables secured by real property:

- Copy of the recorded mortgage and amortization schedule.

If tax was paid on overstated receivables:

- Breakdown of all accounts receivable.

If tax was paid on overstated or overvalued assets:

- Copy of the complete broker statement (Not 1099 - Interest Form).

If tax was paid on exempt investments:

- Bank statement for exempt bank account.
- Prospectus and annual report for mutual funds.
- Prospectus, notice of offering, or partnership agreement for limited partnerships.

If tax was paid on exempt trust:

- Copy of trust agreement.
- List of trustees and beneficiaries' names and addresses.
- Broker statements for all trust assets.

If tax was paid by an exempt organization:

- Copy of federal registration as a 501(c)(3) organization.

Additional documentation may be necessary. Examples are:

- A copy of the original filed tax return *and/or*
- A copy of the cancelled check (front and back) used to pay the tax.

If you have any questions about which documentation may be necessary to support your claim for refund, please call the Refund Sub-process at 850-488-8937, or you may write:

REFUND SUB-PROCESS
FLORIDA DEPARTMENT OF REVENUE
PO BOX 6470
TALLAHASSEE FL 32314-6470

Taxes paid prior to October 1, 1994 are barred from refund by a two-year statute of limitation. For taxes paid on or after October 1, 1994, but before July 1, 1999, the limitation for claiming a refund is extended to five (5) years. For taxes paid on or after July 1, 1999, the limitation for claiming a refund is three (3) years from the date the tax is paid.

Amended Returns/Underpayments

Underpayments of Tax - If you discover that intangible property was undervalued on, or omitted from, your tax return, you should file an amended return (Form DR-601C). The **"amended return" box should be checked and the return is to be completed in its entirety, as if it were an original filing.** Pay only the additional tax due. If the return is postmarked after June 30, you will be subject to penalty and interest. Explain by separate letter, included with the amended return, whether the property was undervalued or omitted. You may not file an amended return in an overpayment situation.

Extension of Time

Extend Filing until September 30 - An extension must be requested on Form DR-602 by June 30. For information on how to obtain forms, see Page 2. The Department will grant an extension of time, until September 30 of the respective tax year, for filing a return if:

1. An extension of time to file federal income taxes has been granted.
2. A payment of 100% of last year's tax or 90% of the current year's tax accompanies the request.
3. Records necessary to complete the return are not available due to fire, illness or death of the person having the knowledge to complete the return.
4. Reasonable cause is established under the provisions of Rule 12-13.007, F.A.C.

Important Notes on Extensions:

- In order to expedite your request for an extension of time to file your return, we will need your Federal Employer Identification Number (FEIN).
- All requests for extensions of time to file a return must be filed by June 30 of the tax year. Requests postmarked after this date will be denied regardless of whether June 30 falls on a Saturday, Sunday, or state or federal holiday.
- The extension period is not extended if September 30 falls on a weekend or holiday. The return and payment **MUST** be postmarked on or before September 30.
- The Department of Revenue will notify you **only** if the extension request is denied.
- While an extension may be granted, **interest** will be charged on all tax not paid on or before June 30.
- An approved extension grants relief from penalty, provided you file your return and pay tax on or before September 30. If you fail to file within the extension period, the extension is rendered void, and all applicable penalties and interest accrue from the original due date of the return.
- Include a copy of your extension of time, as originally filed, with your return.

Florida Department of State - A non-Florida corporation may not transact business in Florida until it obtains a certificate of authority from the Department of State, Division of Corporations. Penalties are assessed for noncompliance.

Both Florida and non-Florida corporations must file a Uniform Business Report, previously known as the Annual Report, yearly to maintain "active" status. To verify compliance or corporate status with the Department of State, Division of Corporations, call 850-488-9000.

A corporation may be able to meet its Intangible Personal Property tax filing requirements when filing its Uniform Business Report with the Department of State. The corporation will have to check the appropriate box on the form and meet the following criteria:

- The corporation does not owe Intangible Personal Property tax for the current year; *and*
- The corporation is not paying as agent for its stockholders and has notified shareholders of the market value of the shares of stock in the corporation; *or*
- The corporation has no Florida shareholders.

Florida Corporate Income Tax Filing Requirement - Most corporations should also file a Florida Corporate Income tax (CIT) return. Although special rules apply to certain types of corporations, such as S-Corporations, tax exempt organizations and limited liability companies, generally all Florida and out-of-state corporations, associations and other entities that conduct business, earn or receive income, or exist in Florida must file a CIT return, Form F-1120 or F-1120A. Florida partnerships that have partners subject to CIT should also file an information report, Form F-1065.

Corporations that owe no Intangible Personal Property tax may be able to fulfill their filing requirements by completing the "Intangible Personal Property Tax Notice" portion of the CIT return. (See Form F-1120 or F-1120A for details.)

The following forms are referred to in these instructions or are commonly associated with Intangible Tax for Corporations.

DR-26	<i>Application for Refund</i>
DR-601C	<i>Intangible Personal Property Tax Return</i> (corporation, partnership and fiduciary)
DR-601CN	<i>Instructions for Filing Return</i>
DR-601CS	<i>Corporate Schedule</i> (for additional space to report stocks and bonds)
DR-602	<i>Application for Extension of Time to File</i>

Other associated forms:

F-1120	<i>Florida Corporation and Emergency Excise Tax Return</i>
F-1065	<i>Florida Partnership Information Return</i>
F-1120A	<i>Florida Corporate Short Form</i>

**NEW
for 2002**

**Alternate Methods for Filing
Returns With Zero Tax Due**

The following methods for notifying the Department of a zero (0) tax obligation have been added.

For more information about any of our e-Services visit www.myflorida.com/dor and click on the e-Services icon.



**File by
Phone**

TeleFile

If you received a pre-addressed forms packet from the Department of Revenue and you owe less than \$60, TeleFile is the preferred method for filing. It assures that your account is credited accurately. "TeleFile" allows you to use your touch-tone phone to file an intangible return or request an extension of time to file your tax return. **If your tax due is \$60 or more, you will not be able to use TeleFile.** The information you provide, when using TeleFile, will be verified and you will be notified of any errors or conflicts.

Prior to placing your call:

- If you are a first-time intangible tax filer and **did not** receive a pre-addressed form, you **cannot** use TeleFile.
- Determine the total value of your taxable intangible assets on January 1 of the tax year. Complete your return and schedules.
- Know your Federal Employer's Identification Number.
- Dial 1-800-550-6713 on a touch-tone phone and follow the prompts.
- Always wait for your confirmation number and record it for your records.
- When you are finished, remember to press the pound key (#) on your phone.
- **DO NOT MAIL A PAPER RETURN.**
- Do not pay tax if Line 7 of Schedule A is less than \$60.

**File by
Internet**

**Online Zero Tax Due
Notification System**

If you received a pre-addressed forms packet from the Department of Revenue and you owe less than \$60, you may use our online notification system. Using the online notification system will satisfy your filing requirement for the applied year indicated by you.

You can access the system through our Internet address: www.myflorida.com/dor. Click on the e-Services icon and follow the links. You will need your Federal Employer's Identification Number, name and address of business, the tax years you wish to file, and the amount of your total tax due. **If you owe \$60 or more, you will not be able to use this system.**